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Central Intelligence Agency

Washington, D.C. 20505

25 January 1988

Mr. Dale G. Uhler
Assistant Commissioner for Custom
Support Management
General Services Administration
Federal Supply Service
Washington, D.C. 20406

Dear Mr. Uhler:

Mr. Rae Huffstutler, the current Deputy Director for Administration, has asked me to respond to your letter of 11 January requesting transportation information.

Given the nature of our activities, it is impossible for us to provide you with the information you requested. This information would clearly indicate the extent and volume of our support to the Agency's classified mission, as well as certain facets of that mission.

As in our past dealings with the General Services Administration, if you were to identify an individual security-cleared by CIA, I would be happy to meet with that person and provide him or her with the information required, assuring that the information is properly safeguarded.

If you require any additional information, please contact me

STAT on [redacted]

Sincerely,

STAT [redacted]

John M. Ray
Director of Logistics

cc: Mr. Stanley Langfeld
Special Assistant to the
Assistant Commissioner
of Real Property Management
and Safety

STAT O-DL/RAYJM:mgk [redacted] (25 JAN 88)

Distribution:
Orig - Addressee
STAT 1 - [redacted] GSA
2 - DDA (One w/ref)
1 - OL Files, w/ref
1 - IMSS/OL, w/ref

Logs-6-AR
OL 0023-88

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DDA-88-0141X

[redacted]

ROUTING AND TRANSMITTAL SLIP Date 20 JAN 88

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. DIRECTOR OF LOGISTICS - Do you want us to respond?		
2. DDL	[redacted]	1/25
3.		
4.		
5.		

Action		File		Note and Return	
Approval		For Clearance		Per Conversation	
As Requested		For Correction		Prepare Reply	
Circulate		For Your Information		See Me	
Comment		Investigate		Signature	
Coordination		Justify			

REMARKS

#1 - FOR ACTION: PLEASE PREPARE DIRECT RESPONSE, IF APPROPRIATE. PROVIDE DDA WITH DROP COPY IF RESPONSE IS FORWARDED.

SUSPENSE: 8 FEBRUARY 1988, IF RESPONDING.

[redacted]

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
STAT [redacted] EXA/DDA	Phone No. STAT

5041-102

*U.S.GPO:1986-0-491-247/20047

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

DD/A REGISTRY
FILE: 6d-2

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General Services Administration
Federal Supply Service
Washington, DC 20406

88-0141x

JAN 11 1988

STAT Dear

A team of transportation and logistics specialists within the General Services Administration (GSA) is currently evaluating Governmentwide shipping requirements and practices to determine if more effective and less costly transportation programs can be structured and implemented. We deemed such an analysis to be particularly appropriate at this time for two reasons: (1) the continued emphasis on cost reduction within the Government; and (2) the effects of deregulation on the transportation industry which, while offering increased flexibility and associated opportunities for innovation to the traffic manager, also present increased complexities. Based on a cursory analysis of the limited data and information available to us, it appears that substantial cost savings may be possible by devising and implementing appropriate changes in Federal shipping policies and practices.

Before embarking on such an effort, I need your assistance to help us verify our premise and to provide us with some additional information. I would, therefore, appreciate your taking the time to complete the enclosed simple questionnaire. If possible, the questionnaire should be returned to the address shown on it by February 8, 1988. After reviewing your response, as well as those from the other agencies, we may wish to conduct onsite reviews of selected field activities. Should one of your activities be considered for such a review, I will contact you for the necessary permission and scheduling. I will also obtain your prior approval of the proposed questions to be asked and the specific areas to be reviewed. We derive our authority for such a request from subpart 101-40.107 of the Federal Property Management Regulations, which states that "after adequate advance notice to the agencies, GSA will make onsite surveys of transportation activities and make recommendations, when necessary, for changes in agencies' policies, standards, practices, and procedures to improve transportation concepts and operations at all levels." I wish to emphasize that this is not an audit. It is merely an attempt on our part to improve the effectiveness of Federal transportation programs and simultaneously generate possible cost savings. Furthermore, the information provided by your agency will not be made available to any other agency or outside activity.

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Members of my Travel and Transportation Management Division (FBT) will be glad to assist you, or your staff, in any way possible and to answer any questions you may have. The primary point of contact is Ms. Cheryl Stevens with Mr. Hank Baldwin as the secondary point of contact. Their commercial telephone number is (703) 557-1264 (FTS 557-1264). Should you wish to speak directly to me, my telephone number is (703) 557-8660 (FTS 557-8660).

Sincerely,

DALE G. UHLER
Assistant Commissioner for
Customer Support Management

Mr. Harry Fitzwater
Deputy Director of Administration
Central Intelligence Agency
Washington, DC 20505

Enclosure

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SURVEY QUESTIONNAIRE ON TRANSPORTATION PROGRAM

Please return by February 8, 1988, to:

Ms. Cheryl Stevens
General Services Administration
Federal Supply Service
Travel and Transportation Management
Division (FBT)
Washington, DC 20406

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SURVEY QUESTIONNAIRE ON TRANSPORTATION PROGRAM

Agency: Central Intelligence Agency

Location:

Point of Contact: **Phone Number:**

When responding, please use your best estimates for the entire department, agency, board, commission, foundation, etc.

1. What was your 1987 or most recent available annual volume of shipments and costs for the following transportation service areas?

	Number	Pounds	Transp. Cost
a) Freight			
b) Household goods			
c) Express small package service			
d) Other (list)			

2. Please briefly describe your agency's procedures for procuring transportation services.

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3. Does your agency obtain rate and route information from GSA? If yes, please identify the percentage of total shipments for which you receive GSA support:

a) Freight ____%

b) Household goods ____%

c) Other (list) ____%

4. Do you ship material based on commercial tariff rates or Government discounted freight tender rates? If both, please identify percentage for each.

a) Commercial tariff _____%

b) Government discounted freight tender _____%

c) Comments:

5. Does your agency ship on a Freight-All-Kinds tender?

a) Yes _____

b) No _____

c) Comments:

6. Do you ship material on a released value or full value basis?

a) Released value _____

b) Full value _____

c) Comments:

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7. Does your agency use the express small package carrier currently under Government contract?

a) Yes _____

b) No _____

c) Comments:

8. Do you now have or anticipate a future need for an international express small package transportation service? If yes, what is your estimated monthly volume?

a) Yes _____ Monthly Volume _____

b) No _____

c) Comments:

9. Is your agency interested in obtaining written guidance from GSA which could facilitate the procurement of freight services?

a) Yes _____

b) No _____

c) Comments:

10. Is your agency agreeable to GSA conducting an onsite review of your transportation program?

a) Yes _____

b) No _____

c) Comments:

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11. Do you have any specific ideas, suggestions, or comments on what you think either GSA or the Federal Government as a whole could do to improve your particular transportation efforts and/or programs?

a) Yes _____

b) No _____

c) Comments:

12. Once we have analyzed the responses from the questionnaires we may wish to establish a small steering group. Should we do so, would you be interested in participating in such a group?

a) Yes _____

b) No _____

c) Comments:

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